## AFC/HFA SAMPLE CORRECTIVE ACTION PLAN

A corrective action plan (CAP) must identify:

- How compliance with each rule violation will be achieved
- Timeframes for completion/implementation of correction of each violation
- How continuing compliance will be maintained once achieved

• Who is responsible for implementing corrective action for each violation CAP must be dated and signed by Licensee, Licensee Designee, or for HFA only, Authorized Representative

Facility Name:	
License Number:	_

Rule #	Describe violation:	
Corrective action:		Date Achieved/Implemented:
How maintained:		Person Responsible:
D. I. //		
Rule #	Describe violation:	
Compative actions		Date Ashiovad/Implemented
Corrective action:		Date Achieved/Implemented:
How maintained:		Person Responsible:
now maintained.		i erson nesponsible.
Rule #	Describe violation:	
Corrective action:	, 2000.120 110.00.00	Date Achieved/Implemented:
How maintained:		Person Responsible:
Rule #	Describe violation:	
Traile II	Besonbe violation.	
Corrective action:		Date Achieved/Implemented:
		·
How maintained:		Person Responsible:
		·
Signature of Licensee/Licensee Designee, or for HFA only, Authorized Representative:		Date of Signature: